

Faculty Council LGBTQ+ Committee Meeting

Date: 2/14/19

Time: 2:00pm-4:00pm

Location: 1800 Grant Street, Anschutz Conference Room

Denver Pride 2019

Saturday, June 15 and Sunday, June 16

- **Booth Shifts**—each institution will be responsible to fill 2 hours on Saturday and 2 hours on Sunday→departments/organizations affiliated with LGBTQ+ initiatives

Day 1: June 15 (Family Day)	Capacity
Shift 1: 11am-1pm	6
Shift 2: 1pm-3pm	6
Shift 3: 3pm-5pm	6
Shift 4: 5pm-7pm	6
Day 2: June 16	Capacity
Parade: 8:30am-10:30am	Unlimited
Shift 1: 10am-12pm	6
Shift 2: 12pm-2pm	6
Shift 3: 2pm-4pm	6
Shift 4: 4pm-6pm	6

- **Parade Details**—Parade starts around 9:00am, so all volunteers and Parade POCs/leads will need to be at the starting location for CU Systems around 7:30am at the latest; this is when any mascots will need to meet as well. The parade lasts about 1 hour and we will be handing out SWAG as we walk the route. It is suggested that we have a car to blast music and to have water bottles for volunteers. Last year we used a wagon, which worked if we want to do that again this year.

General Pride Details:

CU Systems will be sponsoring pride for \$10,000 this year (\$5,000 increase from last year). This means we have a larger booth/presence this year for Denver Pride.

Suggestions for Event Improvement:

- New list of talking points—articulate these at the orientations for booth reps/volunteers
- A website that we can direct individuals to with FAQs/resources/department representatives at the Booth/social media links etc. (**Darren—can you help with this?**)

Institutional Representatives

To be sure that there is representation from every institution and to provide more of a structure with booth shifts, we would like to have each institution be responsible for coordinating department representation from organizations on each of our campuses that are doing work related to LGBTQ+ visibility, advocacy, retention, recruitment etc. It can be devoted to current/future students, current/future employees, and/or community members. Each institution will be responsible for staffing the booth for 2 hours each day. This can be broken up into two 1-hour shifts, four 30-minute shifts, or one 2-hour shift. The booth can be shared by multiple departments at once. This is for each institution to determine on their own. Participation agreements will be required for those staffing the booths.

- CU Denver/AMC Representatives: Lauren Fontana and Karissa Stolen
- Boulder Representatives: Matt Brown, Scarlett Bowen, Chris Livingston
- **UCCS Representatives:** **Lynne & Deb Tuffield offered to recruit individuals**

I will send a follow-up e-mail to Lynne and Deb on their UCCS representative, and then I will schedule a meeting with all representatives from each institution.

SWAG:

We need help in asking for SWAG from departments on each of our campuses.! **If you know of any departments who want to provide SWAG for this event, please direct them to Karissa, Rian, Lauren, and/or Matt for collection.**

The committee is planning to provide the following SWAG:

Tshirts	Stickers
Buttons	Sunscreen

Suggested SWAG items from committee:

Totes	Luggage tags	Koozies
Carabiners	Utensil Kits	Mini Flashlights

Karissa will look into pricing for all the items and determine which are most financially feasible.

Shirts:

It was decided...

- 1) **Volunteers/SWAG Giveaways:** short sleeve crew shirts with the CU logo with all 4 institutions on the front in black and white, and then the black #CUatPRIDE on the back.
- 2) **Shift Transition Leads/Points of Contact for Events:** short sleeve rainbow tie-dye shirt with the CU logo with all 4 institutions on the front in black and white, and then the black #CUatPRIDE on the back.

We will not be putting all sponsors/department booth representatives on the back of any shirt because the log on the front represents any department/organization that will be staffing our booth.

We didn't come to a decision on what color the volunteer/giveaway shirts should be...

Suggestions were:

- Start a tradition where each year we have the shirt be a different color of the rainbow—this year would be red
 - There was hesitancy because people wanted there to be something rainbow on the shirt
- Black shirts are too hot, gold shirts looked wonky

Volunteers:

Last year there wasn't much structure around who was at the table and a lot of the volunteers didn't know what to do/expect. To mitigate this, we plan on hosting either an orientation session and/or create an orientation video to outline our expectations for the volunteers.

- This will be for any of the department booth representatives, parade volunteers, shift transitional leads, and set-up/tear-down points of contact.

Rian will be creating a sign-up genius at the end of March/beginning of April for parade volunteers/shift transition leads/set-up & tear-down folks. We ask that you all pass this to your departments/networks to get our CU institutions engaged at Pride!

Roles/Bodies Needed:

- Pride Parade point of contact—this should be an LGBTQ+ faculty committee member
- Shift transition leads
- Set-up & tear down points of contact/volunteers
- Parade volunteers

Follow-ups Needed:

- **Darren**—CU Advocates/Athletics (Athlete Diversity Summit/International Queer Biennial) **AND** Website details/process
- **Matt**—reaching out to Chris Livingston with Boulder athletics—athletes available to be at family day?
- **Lynne & Deb**—UCCS representative to serve on planning committee

Calls to Action to the Committee:

- **Roles/Bodies:** If anyone is interested/knows someone who is interested in the above roles needed, please let Karissa, Rian, Lauren or Matt know ASAP!
- **SWAG Donations:** Please send out a call for SWAG donations for the booth and parade. If anyone is willing/able to donate, please direct them to Karissa, Rian, Lauren and/or Matt!

Guest Speaker:

Bob Sudo, Director of HR IT Services for CU Systems
Robert.sudo@cu.edu

Topic: Sexual orientation/gender identity demographic info for employees

General: Right now, IT does not have a system created for this demographic information, but they want to mirror what is happening with campus solutions, who uses a third-party system. This allows them to have a lot of flexibility whereas HCM doesn't necessarily have that currently.

For gender information as it is today, it is only stored in People Soft on HCM within the personal data table. This page within campus solutions is able to create certain areas that have restrictions for those who need access to particular information. One thing that causes issues is that life insurance rates are driven off of gender identity; unknown identifications cannot calculate rates

Goal: Bob wanted to know and what the majority of the discussion was about, was to understand the true requirement(s) we would like to capture in HCM that we are already getting in campus solutions that meet our needs.

Matt shared that this request started as a way to provide the University data on sexual/gender diversity statistics and use that data to help support ideas around who is here/advocate for initiatives and evidence for LGBTQ+ needs/communities. Right now, there is data collection from students for pronouns and preferred names, and we wanted something comparable to that for employees.

Question: Who has access to personal information/would have access to this “table” in the system?

Currently, we only have what you disclose upon an employee's initial hire. We would then instead of writing this to the current personal data record, we would write it on a separate record/page to be viewed with restricted access for who needs to know the particular information. This would be a custom build once we know how we want it to be set-up.

Question: What would restricted access look like?

As you are building these systems, most developers do not know “table” names→you have to do a lot of work to know the structure. So it would be hard for developers to be able to search and gain access to identifying information without explicit access.

Obviously, programmers have back-end access and could see all information inputted. However, they also have access to all employee's social security numbers and other identifying information so there isn't a ton of concern with adding this demographic data.

Question: With these data markers, anything that is uploaded even with levels of security can be subpoenaed, correct?

Yes.

Question directed to Jacob McWilliams—Director of the Women and Gender Center/Gender and Sexuality Center:

Is there anything happening with the student process that you could share from your conversations/developments with the Registrar/OIT etc.?

Working with students because of FERPA makes everything different. Initial conversations when we were starting to think about the system...someone's gender marker was available to basically almost anyone and why that is, in and of itself, needs to be addressed. You don't need to know that in most cases. This information availability puts trans* and gender non-conforming folks at risk to be outed against their best interests. We wanted to move that piece (gender) to be more secure and

One of the things we have run into that is an issue is that it would be great if we could know how many LGBTQ folks we have on campus, but by asking people to voluntarily self-identify we will not find out—so it isn't helpful to have necessarily. The number of individuals who would self-identify (300 students at CU downtown out of the entire student population) is such a low percentage that the data does not even meet minimum standards to be a valid interpretation to support any initiative. The question then came up about how do we assess the requests for those who are wanting the information (to have restricted access removed). What if these people making the requests want to connect names to those data fields—would that be at the detriment of the student(s)?

Question directed to Jacob: Would it be necessary/important to reframe the goal of this towards the demographic information collection as an opportunity to educate people? Whether or not individuals participate, it could be a way to create awareness and promotion of how people identify.

Potentially—but it doesn't help the people we are trying to help. There's the opportunity to education, but at the risk of who? Asking people to submit this information it is a promise that we will protect you when you disclose this information. The most important thing to me is getting people's pronouns in front of others. Gender identity/sexual orientation doesn't help us do our jobs any better.

Additional considerations in regards to this being a chance for education...

It could be cool if when employees are inputting something in the personal identifying fields that something pops up that tells them what is available to them—"did you know that you can change your email alias to match your preferred name." This would be put as a pop-up for everyone that links to a page to understand identity/need for markers/provide CU supported resources for those who identify in certain ways. Or it could be cool to have question marks next to the identifiers like on Turbo Tax where people could click on them to learn more.

Bob mentioned that if we build something custom as a self-service page, it is something we are building and we own it. This could be possible because we can build in specific tiles in the system.

Question: Would this information be beneficial in terms of electronic communications? Have there been conversations around marketing salesforce about how this information is or isn't shared?

There are no conversations right now that Bob has heard.

It would be great to have a conversation around how to make it possible for folks to identify their "campus identity" → a name they would like to have used on campus and in campus communications. These names might be different with their legal names/credentials. This could allow someone to have an identity in the classroom, in their department, in their correspondence with the University/University members, all of which could differ from one another depending on how an individual presents themselves in those spaces (are they "out" to their department but not in the classroom etc.) Sexual orientation may not be necessary as a campus identity. It would be cool if when you are on-boarded, you fill out your legal identifiers, and then you fill out your campus identity, professional identity, and official correspondence salutations. To do this, we would need to change the entire system, which may not be possible. And how do we ensure that people can trust the system to accurately portray their information in each of their campus identities, especially if they have multiple employment records with CU?

Question: Is there any kind of service/benefit that people get connected to based on the gender that they put into the system? For example, for students who identify as male/female in their forms, it tracks them to the proper group in terms of housing etc.
There is not something like that for employees/HCM data. There is no reason to necessarily categorize them, as they don't need housing etc. The purpose of the gender marker in HCM currently is for calculating your insurance benefits.

Question: Would these markers fill-in-the-blank or are individuals choosing from a list of pre-set identifiers?

It depends on what we would want to use the information for. In terms of data metrics that is quantitative there would need to be a list of identities/pronouns to choose from because it could be challenging if you are looking for specific metrics/if you are searching for specific identifications. We could have "valid values"—a list of 20 drop-downs or we could have in the beginning stages a free-form field. Beginning the collection is important even if we don't use it yet, or have a system for using it just yet.

Question: How does information get into all the systems—pulling a name in HCM vs. campus solutions → how is this unified so people are referred to accurately where they would like to be in certain spaces (could be different as a professor when teaching vs. in their department) /interfaces to vendors—health vendors sending proper names for benefit calculations etc.

This is a struggle, and would need to be intentionally thought out/customized to try and mitigate experiences of gender markers showing up wrong.

Question: What happens to an employee record when they leave the university?

Your job record is updated with a termination status, but your data sits out there forever. There is nothing to my knowledge (Bob) of purging or record retention policies. This information includes any demographic data that was provided at the time you were employed. Unless we said that this particular information is to be purged upon termination, which is something we could figure out how to do.

Question: What about when individuals are providing job references? What information would they have access to? This is an important question especially if someone's gender marker is visible after they left the university and there is a record that this individual is trans* or if someone were to transition after leaving the university—this could be risky information to have out there.

Whoever would be checking referrals access to employee information would not change. If they did not have access to this information before, they wouldn't have access to it then.

Question: Could a former employee come back and ask the university to change their record even if they were terminated?

Potentially with proper documentation.

Question: How could we implement this? What would it look like?

Looking at boulder right now there is an onboarding module, which we can an activity guide, where you create a tile within People Soft (HCM) outlining the 15 things you should be doing i.e. taking certain trainings/ensuring things are accurate on this site etc. These demographics/markers could be something in the activity guide where employees can input information that ends up in separate "tables," which helps us get the information and secure it in separate areas. There will be a collaborative testing process when things are developed to get the system operating how we want it.

Question: Would this be implemented system-wide or by campus?

If we change anything in the system, it could affect campuses differently. It is important to consider that people on campuses can use certain data for things that we do not even consider that could have ramifications etc. This challenge is ultimately understanding all the downstream systems that are impacted and how we want them to be impacted/how we can plan to mitigate the impact.

Question: What would you suggest we do moving forward to implement changes like this/how long will it take?

The timeline will depend on design/what we want it look like/current work load of developers/approval process/how complex the system will be etc. With pop-ups/questions marks for additional information for educational opportunities like you all mentioned, that will not take much more time, especially if the information is in URL/linkable form.

You need to present this information to all of your campuses CHROs to explain why you are advocating for/need HCM change/developments

- Explain how these technologies will support their policy decisions; how they can leverage this data→make it personal so they feel invested in the idea.

